



Meeting of June 8, 2010

CITY OF BELMONT

FROM: Community Development Department, Carlos de Melo
Community Development Department, Laurie Shiels

RE: Resolution Authorizing a Professional Services Agreement with Krazan & Associates, Inc. to Perform an Environmental Site Assessment (ESA) and Asbestos/Lead -Based Paint Surveys for an Amount not to Exceed \$13,844

Honorable Chair and Board Members:

Description of Purchase Request

Staff requests the Board authorize a Professional Services Agreement with Krazan & Associates for a Limited Phase II Environmental Site Assessment (ESA) and Asbestos and Lead-Based Paint Surveys in an amount not to exceed \$13,844. This action would allow the Redevelopment Agency to continue its due diligence in evaluating the vacant former service station property that it intends to purchase at 900 El Camino Real. City staff solicited cost estimates from three vendors to conduct this project and only received the subject bid from Krazan & Associates.

Krazan & Associates has already completed a Phase I ESA and this subsequent evaluation is necessary to determine potential environmental issues and make an informed decision on the purchase. The proposed scope of services is included in Exhibit A.

Financial Implications

The proposed Professional Services Agreement in an amount not to exceed \$13,844 would be funded out of the Redevelopment Agency Professional and Technical Services Account Number 251-5-902-8351, which has a current account balance of approximately \$60,000.

Alternatives

- A. Deny the purchase request.
- B. Continue the item for discussion and direction.

Attachments

- A. Implementing Resolution
- B. Exhibit A: Scope of Services

Respectfully submitted,

Laurie Shiels
Housing Specialist

Carlos de Melo
Community Development Director

Thomas Fil
Acting City Manager

Staff Contact:

Laurie Shiels
(650) 637-4717
lshiels@belmont.gov

REDEVELOPMENT AGENCY RESOLUTION NO. _____

**RESOLUTION OF THE REDEVELOPMENT AGENCY OF THE CITY OF BELMONT
AUTHORIZING A PROFESSIONAL SERVICES AGREEMENT WITH KRAZAN &
ASSOCIATES, INC. TO PERFORM AN ENVIRONMENTAL SITE ASSESSMENT
(ESA) AND ASBESTOS/LEAD-BASED PAINT SURVEYS FOR AN AMOUNT NOT TO
EXCEED \$13,844**

WHEREAS, the City's purchasing policy requires that purchases exceeding \$5,000 must be approved by the Council; and,

WHEREAS, the Agency has made an offer to purchase real property located at 900 El Camino Real (APN 045-163-070) and is proceeding with due diligence in evaluating this vacant former service station property; and,

WHEREAS, City staff solicited proposals from three qualified vendors to conduct this project and only received the subject bid from Krazan & Associates; and,

WHEREAS, Krazan and Associates has conducted a Phase I Environmental Site Assessment of 900 El Camino Real; and,

WHEREAS, the Agency requires a qualified and experienced environmental consultant to conduct the environmental assessment and asbestos/lead-based paint surveys for the real property located at 900 El Camino Real based on the scope of services attached hereto as Exhibit A; and,

WHEREAS, the funds necessary for the Phase II Environmental Assessment and Asbestos/Lead-Based Paint Surveys are included in the FY 2010 Redevelopment Agency budget, Account No. 251-5-902-8351.

NOW, THEREFORE, BE IT RESOLVED:

1. The Redevelopment Agency of the City of Belmont directs the Executive Director to execute a Professional Services Agreement with Krazan & Associates, Inc. approved as to form by the City Attorney, in an Amount not to Exceed \$13,844 and directs the Agency Secretary to affix their signature thereto.
2. Funding for this agreement is from Redevelopment Agency Account 251-5-902-8351.

* * * * *

I hereby certify that the foregoing Resolution was duly and regularly passed and adopted by the Redevelopment Agency of the City of Belmont at a regular meeting thereof held on June 8, 2010 by the following vote:

AYES, DIRECTOR(S): _____

NOES, DIRECTOR(S): _____

ABSTAIN, DIRECTOR(S): _____

ABSENT, DIRECTOR(S): _____

Secretary, Redevelopment Agency

APPROVED:

Chair, Redevelopment Agency



GEOTECHNICAL ENGINEERING • ENVIRONMENTAL ENGINEERING
CONSTRUCTION TESTING & INSPECTION

May 27, 2010

Proposal No. P10-070

Chad Wakefield
Overland, Pacific, & Cutler, Inc.
7901 Oakport Street, Suite 4800
Oakland, California 94621
510-638-3081
cwakefield@opcservices.com

RE: Proposal/Cost Estimate
Limited Phase II Environmental Site Assessment and
Asbestos and Lead-Based Paint Surveys
Gasoline Station Property
900 El Camino Real
Belmont, California 94002

Dear Mr. Wakefield:

Krazan & Associates, Inc. (Krazan) appreciates the opportunity to submit this Proposal/Cost Estimate to conduct a Limited Phase II Environmental Site Assessment (ESA) and Asbestos/Lead-Based Paint Surveys at the referenced site (subject site). Krazan has been conducting environmental engineering and consulting services for over 25 years and was recently ranked No. 98 of 200 firms on the *Zweig Letter Hot Firm 2007 List* which was created to show outstanding growth in architecture, engineering, and environmental consulting firms. Krazan also ranks among the *Engineering News-Record Top 500 Design Firms* in 2008 for the eighth year in a row. Krazan's longevity is founded on excellent technical reporting and client satisfaction.

PURPOSE AND SCOPE

Phase II ESA

The purpose of the Limited Phase II ESA is to preliminarily assess the subsurface conditions at the subject site in the location of the abandoned USTs, in the inferred location of the subsurface product conveyance line(s) associated with the USTs, in the location of the former fuel dispensers, in the location of the existing hydraulic ram within the central portion of the service bay, and in the location of the indoor floor drain and utility sink areas. The scope of work for the Limited Phase II ESA would include the following:

- If necessary, the appropriate permit will be acquired from the responsible regulatory agency prior to any fieldwork. The work will be conducted in accordance with industry standards and local regulatory agency requirements.
- The proposed boring and sampling locations will be marked with white paint and Underground Service Alert (USA) will be notified at least 48 hours prior to the start of fieldwork so that any underground utilities within the right of way associated with USA's subscribers can be identified.

- Before drilling, each boring location will be hand augured to a depth of approximately five feet below ground surface (bgs) in an attempt to avoid subsurface utilities.
- A limited geophysical survey will be conducted in an attempt to locate the abandoned USTs and associated product conveyance piping. The survey may also determine whether the subsurface features are present beneath the subject site.
- Approximately 12 soil borings will be advanced in selected locations at the subject site utilizing a truck-mounted drill rig equipped with hollow stem auger. Prior to advancement of soil borings and as necessary, asphalt and concrete coring will be conducted. Relatively undisturbed soil samples will be collected from each boring at various depths as indicated below.
- Approximately four soil borings will be advanced in the location of the USTs. Soil samples will be collected at a depth of approximately 10, 15, and 20 feet bgs and selected samples laboratory-analyzed for total petroleum hydrocarbons as gasoline (TPH-g) and total petroleum hydrocarbons as diesel (TPH-d) per EPA Method 8015B, and for benzene, toluene, ethylbenzene, xylenes, and methyl tert-butyl ether (BTEX, MTBE) per EPA Method 8021B.
- Approximately three soil borings will be advanced along the inferred location of the subsurface product conveyance piping and two soil borings advanced in the location of the former dispensers. Soil samples will be collected at approximately five feet bgs and laboratory-analyzed for TPH-g, TPH-d, BTEX, and MTBE per EPA methods listed above.
- One soil boring will be advanced in the location of the existing, interior hydraulic vehicle hoist and laboratory-analyzed for total petroleum hydrocarbons as motor oil (TPH-mo) and polychlorinated biphenyls (PCBs) per EPA methods.
- One soil boring will be advanced in the location of the interior floor drain and utility sink. Soil samples will be collected at approximately three feet bgs and laboratory analyzed for total extractable petroleum hydrocarbons (TEPH) per EPA Method 8015BM, volatile organic compounds (VOCs) per EPA Method 8260, and the LUFT metals; cadmium, chromium, lead, nickel, and zinc per EPA methods 6000/7000.
- If groundwater and/or perched groundwater are encountered during our drilling and sampling procedures, a grab groundwater sample will be collected and laboratory-analyzed for TPH-g, TPH-d, BTEX, MTBE, VOCs, and the LUFT metals per EPA methods listed above. For cost estimating purposes, approximately four groundwater samples are anticipated to be collected and analyzed for this assessment.
- Soil samples will be obtained by means of a split-spoon Modified California Sampler containing three 6-inch-long by 1.5-inch-diameter stainless steel liners. Once collected, the ends of each sample liner will be covered with Teflon® film, capped with plastic end caps, labeled, placed into a plastic bag, sealed, and then placed into a thermal chest cooled with ice for delivery to a state-certified analytical laboratory.
- During drilling of the proposed borings, the drill cuttings (soil) will be subjectively analyzed for odor and discoloration. Additionally, the soil will be field-screened with a portable photo ionization detector (PID) calibrated to 100-ppm isobutylene. The PID readings will be recorded on field notes and included in the final report. The PID is a direct reading real-time analyzer that can detect most of the volatiles present in the vapor phase of impacted soils.

- Equipment used for the advancing of soil borings and collection of soil samples will be decontaminated (steam-cleaned, TSP, lab grade detergents, etc.) before arriving on site, between each boring and/or sampling interval, and before leaving the site each day, or as deemed necessary by Krazan field engineer or geologist in order to reduce the chances of cross-contamination.
- Fieldwork would be conducted by individuals meeting Occupational Safety and Health Administration requirements for hazardous waste work including 40-hour health and safety training and medical monitoring. The work would be completed under the standards set forth by the industry and deemed acceptable by various regulatory agencies. Hard hats, protective eyewear, steel-toe boots, protective clothing, and respiratory devices will be worn by Krazan personnel when deemed appropriate by the field engineer or geologist present.
- The results of the Limited Phase II ESA, including Krazan's conclusions and recommendations, will be summarized in a technical report following receipt of the formal laboratory report.

Asbestos Survey

The purpose of the asbestos survey would be to attempt to determine if asbestos containing materials (ACMs) have been used in the construction of the on-site structure. All work will be supervised by a State of California Division of Occupational Safety and Health (DOSH) Certified Asbestos Consultant. The scope of work for the asbestos survey would include conducting a visual survey of the building, review of any available construction or "as built" plans as provided by the client, performing bulk sampling and analysis of materials suspected to contain asbestos.

Samples will be collected in a manner which minimizes the emissions of asbestos fibers into the ambient air. Observations and sample locations will be documented as the work progresses. An assessment of the condition and damage of the suspected ACM will be documented by the sample collector. Wall board and taping mud will be sampled as one unit, and discrete samples of each material will not be obtained. All attempts will be made to collect building material samples from discrete, out of sight locations which would not distract from building aesthetics or occupant use of the building. Krazan will not be responsible for restoring building materials at sample locations to original pre-survey conditions. Asbestos sample locations will be selected to best represent areas of building materials which appear to be homogeneous. Multiple samples of similar suspected ACMs will be collected to provide improved accuracy and quality assurance. No electrical equipment will be sampled. Sampling around electrical equipment will not be conducted unless client provides a licensed electrician to accompany and assist our inspector. Destructive techniques, such as partially demolishing walls to expose piping or entry into confined spaces, will not be performed. The client will be expected to provide access to all locked or restricted areas.

The bulk asbestos samples will be collected and transported under chain-of-custody to a laboratory accredited under the National Voluntary Laboratory Accreditation Program (NVLAP) administered by the National Institute of Standards and Technology. All bulk samples submitted for testing will be analyzed for asbestos content by polarized light microscopy (PLM).

The laboratory results will be compiled into a report, signed by a Certified Asbestos Consultant. This report will classify the types of ACMs and identify the sample locations through drawings and written descriptions. This report will include a discussion of the physical condition of each ACM identified, as well as recommendations concerning the identified ACM. This scope of work will include approximate measurements of the identified ACMs. However, it is the abatement contractor's responsibility to

confirm the actual volume of ACMs, as this report is not intended to be the sole basis for asbestos removal bids. Removal specifications will not be provided.

Lead-Based Paint Survey

The purpose of the lead-based paint (LBP) survey would be to attempt to determine if lead containing paints have been used at the on-site structures. The scope of work for the LBP survey would include conducting a visual survey of the buildings, review of any available construction or "as built" plans and performing bulk sampling and analysis of paints suspected to contain lead.

Lead sample locations will be selected to best represent areas of building materials which appear to be homogeneous. Multiple samples of similar suspected LBP will be collected to provide improved accuracy and quality assurance. The purpose of the sampling will be to provide a general indication of whether or not LBP is present. We will make every attempt to identify visually unique paint or surface types. However, in a building of this size and age, there is a chance that hidden materials exist, or that areas which were painted with different and distinct paint types are now covered by a single overlay. To the extent possible within this scope of work, Krazan will attempt to identify LBP which are not visible or accessible. The client will be expected to provide access to all locked or restricted areas.

The results of our survey will be summarized in a report signed by a California DHS Certified Lead-Related Construction Inspector/Assessor. The bulk samples will be collected and transported under Chain-of-Custody procedures to a laboratory certified under the National Lead Laboratory Accreditation Program and will be analyzed for lead content.

The laboratory results will be compiled into a thorough report, which will identify paints with lead and identify the sample locations through written descriptions. The report will include a discussion of the nature and physical condition of each area identified with LBP.

COST AND TIMELINE

Limited Phase II ESA

The Limited Phase II ESA report can be completed within ten to fifteen (10 to 15) business days upon Krazan's receipt of written authorization to commence work for a fee of \$12,344.

Asbestos Survey

The Asbestos Survey can be completed within ten to fifteen (10 to 15) business days upon Krazan's receipt of written authorization to commence work for a fee of \$900.

Lead-Based Paint Survey

The Lead-Based Paint can be completed within ten to fifteen (10 to 15) business days upon Krazan's receipt of written authorization to commence work for a fee of \$600.

DELIVERABLES

Final copies of the Limited Phase II ESA, Asbestos, and Lead-Based Paint Survey reports will include two bound copies and an electronic copy of each report.

ADDITIONAL SERVICES

If additional services beyond those specifically included in our scope of services presented above are required, such as consultation with regulators beyond that typically included in the scope of services presented above, project meetings, review of data submitted after issuance of our report, collection of additional test specimen, additional laboratory tests or analyses, our fees for those services will be billed on a time and materials basis and under the terms and conditions of the Agreement established for our services on the project. Provision of additional services beyond the tasks originally contemplated at the time our proposal was issued may require your written authorization prior to our proceeding.

We appreciate the opportunity to be of service. If you have any questions or if I can be of further assistance please feel free to contact me at 559-348-2200.

Respectfully submitted,
Krazan & Associates, Inc.

A handwritten signature in black ink, appearing to read 'Alex Cantwell', is written over the printed name.

Alexander J. Cantwell, M.S.
Sr. Environmental Project Manager